

CALL TO ORDER: Doug Hodnett called the meeting to order at 4:15 pm at Main on March 18, 2019

PRESENT: Kate McClain, Secretary; Doug Hodnett, Vice-President; Chris Lange, Treasurer; Debra Pleatman, Attorney Ziegler & Schneider; Carrie Herrmann, Director, Stephanie Huhn; CPA Bramel-& Ackley, Jennifer Timmerman, Youth Services Coordinator; Shawn Fry, Assistant Director

PUBLIC COMMENT: No public Comment

APPROVAL OF AGENDA: The agenda was emailed to Board members.

- ✓ **MOTION TO APPROVE THE AGENDA, CHRIS LANGE. SECOND, KATE McCLAIN CHRIS LANGE. APPROVED UNANIMOUSLY**

MINUTES: Minutes of the February meeting, were emailed to Board members.

- ✓ **MOTION TO APPROVE THE MINUTES, KATE McCLAIN. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**

BUSINESS:

Branch Update: Carrie Herrmann provided an update on projects and services at library locations. Included was an update on Hebron Branch Construction Project.

Boone County Success by 6 update: Carrie Herrmann provided an update of the Boone County Success by 6 Board Meeting

Policy Review: The Board reviewed the "Boone County Public Library Standards of Public Conduct." Small changes were suggested by Carrie Herrmann

- ✓ **MOTION TO APPROVE SUGGESTED CHANGES TO THE LIBRARY STANDARDS OF PUBLIC CONDUCT POLICY, KATE McCLAIN. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**

Auto Renewal: A discussion about Auto-Renewal, a service that automatically renews library materials that have not been requested by another customer and are eligible for renewal.

- ✓ **MOTION TO APPROVE AUTO RENEWAL TO BEGIN 1 JUNE, KATE McCLAIN SECOND, CHRIS LANGE. THE MOTION APPROVED WITH 2 VOTES IN FAVOR AND ONE AGAINST.**

NEH Grant: The National Endowment for the Humanities is offering an Infrastructure and Capacity Building Challenge Grant. Carrie Herrmann presented two options for applying for this grant. Because it involves Capital Dollars the Board must approve applying for this grant. The Board asked Carrie to write the grant for the New Walton Branch Construction Project.

TREASURER'S REPORT: A treasurer's report for November 2018 was shared with the Board. This is an example of the new report the accounting software can generate. Discussion of information available on the report.

- ✓ **MOTION TO ACCEPT THE TREASURER'S REPORT, CHRIS LANGE. SECOND, KATE McCLAIN CHRIS LANGE. APPROVED UNANIMOUSLY.**

ACCOUNTANT'S REPORT: Stephanie Huhn presented the financial statements for November and December 2018, and January 2019.

ATTORNEY'S REPORT: Debra Pleatman discussed the legislative session. SB25 and SB26 are legislation that will affect the Library.

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted:

The State Department has accepted our application to become a passport acceptance agency. We are starting with a soft launch on Monday, March 18th. Signs at the front desk and announcing the services at our travel programs. BCPL was notified that we have received the PLA Inclusive internship grant. The

award comes with \$3500 to pay the student, and travel expenses for the student and the staff mentor to Chicago for the kickoff in June and Washington DC for the final presentation in September.

On March 5th, the Florence Branch had a customer overdose in the lobby. She was found unresponsive on a bench in the lobby area. She was breathing. Emergency personnel administered at least 2 doses of naran. Angie Grandstaff has been hired as the Branch Manager for the Hebron Branch. She is currently the Youth Services Manager at the Main Library.

We have decided to nominate 4 BCPL projects/initiatives for an award from NACO (National Association of Counties)—Read with a Teen; Maker Kits; Series Project; and African American Project.

On March 1 we started a new marketing campaign. Every new card holder from the previous month received a welcome to the Library email. For three months after that these same people will receive an email from the Library highlighting a different service that we offered. We are looking at retention and usage. In March, we sent out 301 emails. Of those emails 262 were opened. 22 individuals clicked on the link in the email.

On the evening of February 20th, a portion of the ceiling in Study Room A at the Scheben Branch collapsed while the room was being used by a customer. Luckily the customer was startled but not hurt. The cause of the collapse was determined to be a leak in the hot water heater. We have had to replace the hot water heater.

Registration is now open for the Borderlands Conference that will take place at BCPL June 20-21, 2019. You can see information and the schedule at <https://www.bcpl.org/railroad/2019-borderlands-conference/>

The photography exhibit "Through Darkness to Light: Photographs along the Underground Railroad" has been announced. This will be installed at the Main Library June 19 to August, 2019. You can see information about the exhibit at <https://www.bcpl.org/railroad/exhibition/>

REGIONAL LIBRARIAN'S REPORT: The Regional Librarian's Report was emailed to Board members.

NEXT MEETING: Monday, April 15 at 4pm, at Walton Branch.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:00 pm, motion CHRIS LANGE KATE McCLAIN. SECOND, KATE McCLAIN. APPROVED UNANIMOUSLY.

Minutes taken by Shawn Fry


Secretary


President